



COUNTY OF LOS ANGELES

FIRE DEPARTMENT

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P. MICHAEL FREEMAN
FIRE CHIEF
FORESTER & FIRE WARDEN

December 3, 2010

TO: EACH SUPERVISOR

FROM: P. MICHAEL FREEMAN 

PRIVACY & ACCESS – EXPANDED ASSESSMENT AND OTHER GENDER AND DIVERSITY-RELATED MATTERS

As advised in our Privacy & Access (P&A) Update submitted to your Board on October 26, 2010, this communication contains the Fire Department's proposed plan for a modest, but expanded scope of P&A compliance requirements above and beyond the minimum legal P&A requirements, based upon Department operational considerations and expanded plans by the Fire Department to continue to address other gender and diversity-related matters within the workplace.

P&A – Expanded Scope

The P&A Compliance Plan contains five (5) annual phases to be completed (attached). The District, through the Department of Public Works (DPW), has engaged several Architectural and Engineering (A&E) firms to provide the Department with an assessment of the 24 facilities identified within Phase I. The assessment and a rough order of magnitude should be received prior to January 1, 2011.

The Fire Department has requested that the assessments include not only compliance with the minimum P&A legal requirements, but also recommendations for compliance with an expanded scope to accommodate the operational needs in fire stations.

The expanded scope includes:

- Identification of sites that do not have individual facilities (toilet, shower, changing area, sink) and the feasibility to have individual facilities constructed;
- Construction of 7-foot walls between sleeping and changing areas;

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BRADBURY

CALABASAS
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PARAMOUNT
PICO RIVERA

POMONA
RANCHO PALOS VERDES
ROLLING HILLS
ROLLING HILLS ESTATES
ROSEMEAD
SAN DIMAS
SANTA CLARITA

SIGNAL HILL
SOUTH EL MONTE
SOUTH GATE
TEMPLE CITY
WALNUT
WEST HOLLYWOOD
WESTLAKE VILLAGE
WHITTIER

- Construction of an additional toilet, shower, changing area at sites with 7-10 on-duty personnel, which do not have three (3) toilets and three (3) showers with changing areas, and what is the feasibility of constructing the third shower and third changing areas; and,
- Construction of an additional toilet, shower, changing area at sites with 10 or more on-duty personnel, which do not have four (4) toilets and four (4) showers with changing areas.

Estimate of Additional Costs to Provide the Expanded Scope

As a result of the expanded scope requirements, the estimated total cost will exceed previous estimates. Recent consultation with DPW indicates that the estimated cost for minimum compliance is \$50 million. The approximate cost of the expanded scope is an additional \$17 million, resulting in an estimated total of \$67 million. It is anticipated that Phase I will be approximately \$12 to \$14 million.

We are working with the Chief Executive Office to identify and evaluate options for the District to fund the entire program. Funds for the initial assessment of Phase I have been budgeted through a capital project established for P&A and these funds will keep the P&A Plan moving forward until overall funding recommendations have been developed.

Other Gender and Diversity-Related Matters

The Fire Department, in collaboration with the Chief Executive Office, Office of Affirmative Action Compliance, and County Counsel, has initiated the following in order to further address other gender and diversity-related issues within the Fire Department as part of an ongoing Workforce Excellence Program:

- Workforce Excellence goals related to recruiting, hiring, promotions, workplace courtesy and respect, zero tolerance procedures, and the handling of complaints.
- Creation of a Workforce Excellence Steering Committee composed of Fire Department leaders, other County department representatives and external experts to provide guidance to the Fire Chief and the Department in addressing gender and diversity issues.
- An environmental survey has been collaboratively prepared and distributed to Fire Department sworn personnel to assess the current environment as it relates to recruitment, hiring, training, promotions, other gender and diversity-related issues (i.e. P&A compliance, complaint and investigative processes, uniforms, etc.).
- A collaborative written report of survey results will be prepared and utilized by the Fire Department to identify strengths and weaknesses in these five areas.
- Joint quarterly reports on these collaborative efforts will be provided to your Board.

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- Gender-specific leadership training for women is in the process of being scheduled with a nationally-recognized trainer and author.

The Fire Department continues to be committed to ensuring that all of its sworn and civilian employees, irrespective of gender, ethnicity or other differences, are given the opportunity to be competent employees, and to become great leaders within the organization.

PMF:at

Attachment

c: William T Fujioka
Brence Culp
Jackie White
Vicky Santana
Randi Tahara
Joseph Charney
Rick Velasquez
Sussy Nemer
Dennis Tafoya
Mary Wickham
Lisa Garrett

PRIVACY AND ACCESS – FIVE YEAR PLAN

FY 10/11 – 24 Sites (Phase I)

- District-owned Facilities: FS35, FS116, FS36, FS96, FS24, FS3, FS31, FS127, FS29, FS103, FS164, FS105, FS20, FS110, FS125, FS43, FS120, FS144, Camp 2
- Non-District- owned facilities: FS158 Capital Project (CP), FS161 (CP), Camp 16, FS162 (CP), FS147

FY 11/12 – 31 Sites (Phase II)

- District-owned Facilities: FS19, FS115, FS151, FS6, FS41, FS23, FS90 (CP), FS98, FS87, FS68, FS165, FS44, FS84 (CP), FS107, FS111, FS163 (CP), FS149, FS25, FS18, FS22, FS95
- Non-District-owned facilities: FS181, FS32 (CP), FS182 (CP), FS183, FS184, FS185, FS186, Camp 8, Camp 9, Camp 12

FY 12/13 – 29 Sites (Phase III)

- District-owned Facilities: FS145, FS80, FS74, FS4, FS94, FS70, FS5, FS12, FS21, FS37, FS42, FS48, FS50, FS57, FS59, FS60, FS61, FS76, FS37
- Non-District-owned facilities: FS167, FS159, FS171, FS160, FS148, FS152, FS153, FS154, FS168, FS170, FS172

FY 13/14 – 18 Sites (Phase IV)

- District-owned Facilities: FS65, FS69, FS85, FS97, FS99, FS102, FS121, FS146, FS71, FS75, FS78
- Non-District- owned facilities: FS169, FS187, FS188, FS191, FS192, FS193, FS2 (CP), Barton Heliport

FY 14/15 – (Phase V)

- District-owned Facilities: FS34, FS38, FS53, FS66, FS67, FS91, FS122, FS123, FS63, remaining administrative sites and fire camps.